

SL 2014-120 Report Wake County Environmental Services

Part 1A: On-site Water Protection: Standardize Certain Regulatory Review Procedures

Reference Session Law 2014-120, Section 29.(b).

On-Site Wastewater Disposal System Plans for Design Flow greater than 720 gpd as specified by:

Regulations Governing Wasterwater Treatment and Dispersal System In Wake County, Section II (E):

Wastewater_treatment and dispersal systems where the design daily flow exceeds 720 gallons must be designed by a professional engineer currently licensed in the State of North Carolina. Long-term acceptance rates, design flow, and location of such systems shall be reviewed and approved by the Authorized Agent. Plans and specifications for such systems, including methods of operation and maintenance, shall be reviewed and approved by the Authorized Agent prior to issuance of the Construction Authorization. An Operation Permit will not be issued until the design engineer certifies that the system has been installed in accordance with the approved plans and specifications.

<http://www.wakegov.com/water/wastewater/Documents/WakeCountyRegulations102711.pdf>

Plan submission process as described on-line:

<http://www.wakegov.com/water/wastemange/assistance/Documents/Private%20Sector%20Submission%20Standards.pdf>

STANDARDS FOR PRIVATE SECTOR SUBMISSIONS TO DEMONSTRATE REGULATORY CONFORMANCE FOR SITES WITH APPLICATIONS FOR PERMITS (WHEN DEEMED NECESSARY BY WCDES)

1. Information is to be prepared by a Licensed Soil Scientist, Professional Geologist, Professional Land Surveyor, Professional Engineer or Registered Sanitarian if required by NCGS 89C, 89E, 89F or 90A, Article 4. Maps and reports are to bear the name, signature, and seal, as appropriate, of the licensed or registered professional.

2. Demonstration is to include the following:

a. Survey of the lot or tract (if not available in WCES files).

b. Accurate site plan drawn to a scale of 1"=30', 1" = 40', 1"=50' or 1"=60' (Scale must be indicated and be large enough to clearly depict all necessary information). Site plan is to include the following:

1) Application information including: Date, name, address phone numbers and e-mail addresses of owner/applicant and designer; Property Identification Number (PIN); Permit Number; and Address of property.

2) North arrow.

3) Vicinity map.

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- 4) Location of existing wells sites and/or sewage disposal systems on adjacent properties which would reasonably be expected to impact installation of an on-site sewage disposal system, and well location, if applicable.
 - 5) Location of streams, drainageways, drainage/soil/erosion control structures, easements, right-of-ways, and/or utilities which would impact installation of an on-site sewage disposal system.
 - 6) Clear depiction of any other known horizontal setback requirements and buffers (i.e. setbacks from Class I reservoir, streams, public water supply source, drainageway / watershed/ Neuse Basin buffers, etc.) which would impact installation of an on-site sewage disposal system.
 - 7) Clear depiction and field location of proposed nitrification lines (initial installation and repair), benchmark for field elevations (must be a fixed point not readily subject to destruction), proposed location of tankage, supply lines, manifolds, distribution devices, connecting lines, etc.
 - 8) Proposed well location, if applicable.
 - 9) Clear depiction of location and classification of soil units when site evaluation is required.
 - 10) If site alterations are proposed, a grading plan with existing and proposed contours.
- c. A site report shall include the following information.
- 1) Date when the evaluation/demonstration was conducted and status of site improvements (i.e. street construction, utility installation, any other site modification activities).

For Systems Greater than 3000 GPD:

- I. Systems with design daily flows $\geq 3,000$ total gallons per day [15A NCAC 18A .1938(e)] or for treatment of industrial process wastewater (IPWW) [15A NCAC 18A .1938(f)].
 - A. Receive application
 - B. Assign staff
 - C. Notify State regarding need for review and convey materials to the State
 - D. Assist the State with processes outlined in Part 1A, Section I of the State report
- II. Design plans and specifications pursuant to Rule .1938(f). *(This is typically an engineered design that does not specifically require State review but the local department requests State assistance regarding one or more aspects of the design.)*
 - A. Receive application
 - B. File a Request for Review describing which elements of the Submittal the OSWP should review.
 - C. Convey the Regulatory Submittal and Request to Review to the OSWP.
 - D. Assist the State with processes outlined in Part 1A, Section II.B of the State report
- I. Design daily flow review pursuant to Rule .1949; *(The local health department is only requesting assistance with determination of the proposed flow for a facility.)*
 - A. Receive application
 - B. File Request for Review for a proposal submitted based on Rule .1949 and convey it to the OSWP with the Regulatory Submittal.
 - C. Assist the State with processes outlined in Part 1A, Section II.A of the State report

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- II. Design plans and specifications pursuant to Rule .1948(d); *(Proposals intended to overcome an UNSUITABLE classification)*
 - A. Receive application
 - B. File Request for Review for a proposal submitted based on Rule .1948(d) and convey it to the OSWP with the Regulatory Submittal.
 - C. Assist the State with processes outlined in Part 1A, Section II.C of the State report

- III. Design plans and specifications for flow reduction utilizing low-flow fixtures or low-flow technologies pursuant to Session Law 2013-413 or 2014-120. *(These submittals may be submitted to the State on a case-by-case basis. In those cases, procedures outlined in Section II above apply.)* The procedure below is for reviews conducted on the local level only.
 - A. Receive application
 - B. Conduct Review
 - C. Provide a response to the Submitting Party that includes:
 - a. *An approval of the system* engineering plans and specifications, or
 - b. *A request for revisions* that include:
 - (a) A section detailing any required revisions with citation of applicable statute or rule(s);
 - (b) A section detailing any suggested or recommended revisions based upon current knowledge base (guidance, manuals or standards of practice).
 - c. *A request for additional information* that includes:
 - (a) A section detailing any required additional information with citations of applicable statute or rule(s) and;
 - (b) A section detailing any suggested additional information based upon current knowledge base (guidance, manuals, or standards of practice).

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Part 1B: Food Protection and Facilities: Standardize Certain Regulatory Review Procedures

Reference Session Law 2014-120, Section 29. (b).

Designed food service plans are submitted and reviewed by the Wake County Plan Review and Recreational Sanitation program staff. Plans are received in accordance with the Wake County plan review procedures listed below and on our website...<http://www.wakegov.com/food/healthinspections/building/Pages/default.asp>

1. Designed plans including the Food Service Plan Review Application, menu, and food service equipment specification sheets are submitted to the municipality of facility location (12 municipality locations).

(A) Assigned plan review staff conducts a review of the plans in accordance with 15A NCAC 18A .2600 rules and N.C. Food Code.

(B) A response is provided to the applicant:

- (a) If the plan is approved, then the plan is listed as approved in the municipality building inspection system and the applicant is notified of the approval.
- (b) If the plan is disapproved, then the facility is listed as not approved in the municipality building inspection system. The applicant is notified of plan deficiencies and needed revisions. Applicable state rules are referenced in the notification.
- (c) Instructions for a plan resubmittal are issued to the applicant.

2. Designed swimming pool plans are submitted and reviewed by the Wake County Plan Review and Recreational Sanitation program staff. Plans are reviewed in accordance to the Wake County plan review procedures listed below and on our website...<http://www.wakegov.com/envirohealth/pools/Pages/default.aspx>

(A) Designed plans including the Wake County swimming pool plan review application, pool data information, and equipment specification sheets are submitted to the Wake County Environmental Services office.

(B) Assigned plan review staff conducts a review of the plans in accordance with 15A NCAC 18A .2600 rules and the Wake County Swimming Pool Regulations.

(C) A response is provided to the applicant:

(a) If the plan is approved, then an approval letter is created and emailed to the applicant and to the municipality where the pool will be located.

(b) If the plan is disapproved, then a disapproval letter is created and emailed to the applicant. The letter includes deficiencies of the plan and references the applicable state rules and Wake County pool regulations.

(c) Instructions of resubmittal and appeal procedures are included in the letter to the applicant.

- Wake County forms and documents are available on Wakegov.com or upon request.

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Part 2A: On-site Water Protection Informal Internal Review Processes and Procedures to Develop and Maintain a List of Review Engineers

Reference Session Law 2014-120, Section 29.(c).

- I. If a submitting party requests an Informal Internal Review of an engineered design, the request will be forwarded to our contracted P.E., or to the State in accordance with Part 2A Section II of the State report.
- II. Procedure For Developing and Maintaining a List of PEs for Informal Internal Reviews
 - A. Wake County Environmental Services will utilize a contracted P.E. or use the On-Site Water Protection Branch list of PE's for informal reviews in accordance with SL 2014-120 Report DHHS DPH EHS Part 2A, Section III Procedure for Developing and Maintaining a List of PE's for Informal Internal Reviews.
 - B. Wake County Environmental Services will supply the contact information of our contracted P.E. or use the On-Site Water Protection Branch website for this list in accordance with SL 2014-120 Report DHHS DPH EHS Part 2A, Section III.

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Part 2B: Food Protection and Facilities Informal Internal Review Processes And Procedures to Develop and Maintain a List of Review Engineers

Reference Session Law 2014-120, Section 29. (c).

- I. If a submitting party requests an Informal Internal Review of an engineered design, the request will be forwarded to our contracted P.E., or to the State in accordance with Part 2B Section II of the State report.
- II. Procedure For Developing and Maintaining a List of PEs for Informal Internal Reviews
 - A. Wake County Environmental Services will utilize a contracted P.E. or use the Food Protection and Facilities Branch list of PE's for informal reviews in accordance with SL 2014-120 Report DHHS DPH EHS Part 2B, Section III Procedure for Developing and Maintaining a List of PE's for Informal Internal Reviews.
 - B. Wake County Environmental Services will supply the contact information of our contracted P.E. or use the Food Protection and Facilities Branch website for this list in accordance with SL 2014-120 Report DHHS DPH EHS Part 2B, Section III.

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Part 3A: Onsite Water Protection Review of Working Job Titles

Reference Session Law 2014-120, Section 29.(h).

Wake County Environmental Services has four staff members with the working job title Environmental Engineer. We propose to change the working job titles to Soil Scientist (three of the staff) and Environmental Senior Specialist for the remaining staff member.

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Part 3B: Food Protection and Facilities Review of Working Job Titles

Reference Session Law 2014-120, Section 29. (h).

- I. The working titles of Wake County staff involved with plan submittals for foodservice facilities and swimming pools do not have the working title of engineer. All positions and titles subject to review engineered submittals are listed below:
 - A. Environmental Health Division Director
 - B. Section Chief/ Plan Review and Recreational Sanitation Program
 - C. Team Leader/ Plan Review and Recreational Sanitation Program
 - D. Environmental Health Specialist/ PRRS Program